



**Minutes of the Barrington Hills Village Communications Committee
Meeting Number 5, November 21, 2005
Final – approved December 19, 2005**

Chairman Beth Mallen called the fifth meeting to order on November 21, 2005, at 5:36 p.m. in the Barrington Hills Village Hall Training Room.

1. Roll Call of Members

Present:

Beth Mallen, Chairman
Lucinda Hanover, Member
Maureen Prettyman, Member
Vicky Kelly, Member

Walter E. Smithe, Village Trustee Sponsor

Late arrival:

Nicky Panos, Member (5:38pm)
Bob Kosin, Village Administrator, Sponsor (5:44pm)

Absent:

Dan Mjolsness, Member
Barbara Kemp, Member

2. Approval of Minutes

Approval of minutes postponed to next meeting.

3. Old Business

1 Beth led a discussion on the upcoming newsletter, which is scheduled for printing and distribution January 2006. Communications Committee members were reminded to contact their assigned trustees so that articles for publication are sent to Nikki Panos by Christmas. Walter suggested that the newsletter highlight Chief Clauser. Linda Fox will continue her portrayal of him in the newsletter, with an emphasis on his legacy with the Police Department.

2 Lucinda and Maureen opened a discussion on the Holiday Open House scheduled for December 14th from 7-9pm.

Holiday Open House
Barrington Hills Village Hall
December 14th 7-9pm

Budget

ITEM	AMOUNT \$
Refreshments	Total for refreshments = \$500
Cookies	
Coffee	
Water	
Punch	
Banner for Village Hall	\$100
Invitation Post cards	\$ 1000
Postage	
Printing Invitation	
Name Tags	\$ 60
Decorations (if we can)	
Total	\$ 1660

Notice in Barrington Courtier and Daily Herald (Beth)

Contact Bob Kozin on: Decorations, email list to notify committees (Beth) Will need list of Committee Members.

Email trustees after our meeting on Monday 21 letting them know details, if we have the committee email lists, we can do that as well (Lucinda)

Submit budget after meeting (Lucinda) Walter to submit budget to Village Board Trustees.

Check on banner production (Maureen) Banner can be made at Kinko's. According to Bob these banners can cost up to \$100 apiece. It was suggested that it would be more cost-effective to put this money into the invitations.

Check on singers from BHS (Maureen)

If we can do decorations, contact Katrina to do (Lucinda)

Plan for rest of activities at Communications Committee Meeting Monday Night

Plan short Welcome and introduction of Village Government

Consider inviting people personally as well.

Open House will be in the Macarthur room of the Village Hall.

Invitations will be sent from the Communications Committee.

1 Beth mentioned that the Planning Commission has made great strides in the Comprehensive Plan. There is to be a vote on adopting the amendment to the Comprehensive Plan.

2 The Zoning Board of Appeals will be asking for a text amendment under zoning code. The ZBA and Equestrian Commission are working on language for the amendment.

3 The 2006 annual calendar for Board meetings will be submitted. The calendar will be voted on in December, making the meeting dates available for the January, 2006 Communications Committee newsletter.

4. New Business

1 Nikki suggested putting notices of School Board meetings into the newsletter. She will contact School Districts 220 and 300 to see if they want statements in Communications Committee newsletter about upcoming referendums.

2 Dan and Vicki to discuss website with Bob Kosin

5. Dismissal:

Maureen Prettyman entertained a motion for dismissal at 6:55 p.m. The next meeting is on Monday, December 19, 2005, at 5:30 p.m. Vicki seconded. Motion Approved (5-0-2).

Meeting Adjourned